



**Pioneer Archers
Committee of Management Meeting
19 January 2013**

Challis Primary School, Braemore Street Armadale

Meeting opened at 13:30

1. Attendance

Paresh Bhana – Vice President

Damayanty Bhana – Treasurer

Nimesh Bhana

Ethan Lawford

Wayne Carkeek

Trevor Greenham – President/Equipment Officer/Webmaster/DoS

Bodhi Greenham

Ellen Greenham – Secretary/Recorder

No Apologies

2. Reports

PRESIDENT REPORT

- Pioneer Archers is on track with its strategic plan, and overall, the club is doing well.
- The next significant item from the strategic plan to be put in place is the drafting and implementation of the Club Championship rules.
- Shooting rules of the club and Members' Handbook have been uploaded to the website. A copy of the Handbook is also supplied electronically to new members when they join the club.

VICE PRESIDENT

- Nothing additional to report

TREASURER REPORT

- Financial reports are attached to these minutes
- Overall the club is in a good position and the current financial status is aligned with the projected budget.
- The new account details for the club has been supplied on invoices issued for the payment of fees.
- An assets registry has now been set up, with target butts running on a separate registry.
- The club will need to make a decision in the near future regarding the purchase of targets; whether to purchase one now as funds allow, or wait until more funds accumulate and purchase two or three at the same time. The other issue to be mindful of in this process will be the need to also consider funding the replacement of centres for the target butts currently in use.

- After some initial correspondence with AWA, it appears at this stage the change in medals due to AA's new classification structure will cause a minimal financial impost on the club.

Acceptance of the Treasurer's report:

MOVED: Wayne Carkeek

SECONDED: Paresh Bhana

CARRIED

RECORDER REPORT

- Correspondence with the State Recorder indicates that AWA have not yet been notified by AA when the new classification medals will be available.
- The recorder's programme has been updated to reflect the new AA classification structure, so processing club records and member's classifications can be resumed
- More card is to be purchased for the printing of club records
- Correspondence was sent to the State Recorder in December enquiring about the processing of state record claims for the months August through to the end of the year. After response from the State Recorder that all State Records were up to date and that there were none from Pioneer Archers, the record claims were resent to the State Recorder. As of the date of this meeting, there has been no further correspondence from the State Recorder regarding the matter. Pioneer Archers will continue to pursue the matter.
- All club members are reminded that before signing off on their scoresheets, they should ensure that the scores are correct. Whilst Pioneer Archers run all scoresheets through a recorder's programme, this is not the case at tournaments and some other clubs. It is the archer's responsibility to ensure that their scorecards are correct.

WEBMASTER REPORT

- The Pioneer Archers' website is up to date and has had approximately 2,300 hits. A handicapping calculator is available on the website, and the webmaster has received a number of enquiries from interstate requesting if a copy of the programme can be made available.

3. General Business

- The draft Club Championship Rules were read out and submitted for discussion. A question was raised regarding the inclusion of match play rounds for the Club Championship and it was confirmed that the FITA720 and AA720 round that is used for ranking purposes in a match play can also be used for the Club Championships.

That the draft Club Championship Rules be accepted:

MOVED: Trevor Greenham

SECONDED: Paresh Bhana

CARRIED

- For the purpose of determining classification under the new AA structure, the club will need to decide whether all rounds will be used for the purpose of classification from white through to gold, or whether to align strictly with AA and use only the rounds nominated in Schedule D of the AA Rules. The majority of Clubs within AWA also use the local rounds for the purpose of classifications. The classification of Master Bowman and above, the AA rules must be complied with.

During discussion the point was raised that if the shooting calendar is comprehensive enough so as not to restrict opportunity for archers to gain classification, then it may be good to align with the AA Schedule. There was a general consensus of preference to operate strictly within the AA rules as this assists in alignment with AA. The removal of distance requirements for white through to gold classifications also makes it easier for archers to achieve classification. Using only the rounds listed in the AA Schedule does not prevent all other local rounds from continuing to be usable for achieving perfect medals, distance and overall club records and minor state records. The consensus of the meeting was to align strictly with the AA Rules.

- The first anniversary of Pioneer Archers' affiliation is 21 February 2013, and the Silver Leprechaun shoot held in Bunbury 2012 was the club's first official outing. In alignment with these two dates, the week after the Kalamunda Field event to be held in February is suggested as a possible date for the proposed open day. It was noted that there will need to be a commitment from other members of the club to organise this event, and contact details for all other clubs can be supplied for ease of correspondence. Alternately, Pioneer Archers can hold a club only barbeque to celebrate our first birthday. The consensus of the meeting was to hold a club only event.
- For drafting the By Laws, the president has requested guidance on a number of issues. With the transition to a new classification structure, the club policy related to medals for juniors requires clarification. After lengthy discussion it was decided that classification medals for juniors would be funded in the following way: The club will fund the first classification medal and insert for white through to gold. If that first classification is anything other than white and the archer wants the lower medals as well, the archer will pay for the lower classifications. After the first classification is achieved, the club will fund subsequent inserts, and if the archer wishes to have another medal, the archer will pay for the medal. When junior archers achieve MB, GMB, EB, ES and EG for the first time, the club will fund both the medal and the insert.
- By Laws for office bearers also need to be drafted. In considering the legislative requirements for an AGM of an Incorporated body to be held not more than four months after the end of a financial year, it was suggested that positions elected at an AGM do not then commence their term of office until the beginning of the following calendar year. This allows for the mentoring of new office bearers by the previous

incumbents and relieves a new committee from the burden of taking on new positions and also having the responsibility of organising end of year functions and championship events. There was a general consensus that this is an appropriate framework for the transition of office bearing positions.

Meeting Closed at 14:20pm

Next Committee of Management Meeting – Saturday, 16th February 2013

Next Special General Meeting – Saturday, 16th March 2013



Action List

Item		Person Responsible	Comments	Date to be Finalised
1	Rope marked with distances for target set-up	Paresh Bhana	Rope supplied/Cones used as Markers	ASAP
2	Printing of score sheets at local MP's office	Trevor Greenham	This will be held off until after the State Election	April 2013
3	Laces for finger slings	Paresh Bhana		ASAP
4	Whistle	Trevor Greenham	Club whistles for DoS	
5	Using AWA trailer hire for Come 'N' Try	Trevor Greenham	Under Consideration	
6	Lane Markers	Trevor Greenham	Ropes Marked/ Pegs to be purchased and flags made	ASAP
7	Wind Flags for Targets	Trevor Greenham	Targets Prepared/ Dowel Purchased	ASAP
8	Drafting of By-Laws	Trevor Greenham		Ongoing



Completed Actioned Items

1	PVC for target face backing	Paresh Bhana	Completed	January 2013

Pioneer Archers Inc.
Balance Sheet
As of January 13, 2013

	Jan 13, 13
ASSETS	
Current Assets	
Chequing/Savings	
ANZ Access Cheque Visa Debit	1,940.54
Petty Cash Box	70.00
Total Chequing/Savings	2,010.54
Accounts Receivable	
Trade receivables	815.00
Total Accounts Receivable	815.00
Other Current Assets	
Equipment	
Damage A2 FITA Target Butts	1,805.68
Total Equipment	1,805.68
Inventory Asset	814.53
Petty cash imprest	0.08
Undeposited Funds	223.00
Total Other Current Assets	2,843.29
Total Current Assets	5,668.83
TOTAL ASSETS	5,668.83
LIABILITIES	
Current Liabilities	
Accounts Payable	
Trade creditors	200.25
Total Accounts Payable	200.25
Total Current Liabilities	200.25
Long Term Liabilities	
NCL Loans - unsecured	2,105.68
Total Long Term Liabilities	2,105.68
TOTAL LIABILITIES	2,305.93
NET ASSETS	3,362.90
EQUITY	
Retained Earnings	-55.55
Net Income	3,418.45
TOTAL EQUITY	3,362.90

6:01 PM

13/01/13

Accrual Basis

Pioneer Archers Inc.
Profit & Loss
July 1, 2012 through January 13, 2013

	<u>Jul 1, '12 - Jan 13, 13</u>
Ordinary Income/Expense	
Income	
Medals	
Sale of Medals	47.25
Medals - Other	60.50
Total Medals	<u>107.75</u>
Membership	
Affiliations	1,675.00
Foundation Membership Fee	1,000.00
Total Membership	<u>2,675.00</u>
Professional fees	100.00
Revenue	445.00
Social Club	
Target Social Club Fees	68.25
Total Social Club	<u>68.25</u>
Target Fees	
Target Butt Replacement Program	695.00
Target Face Replacement Program	202.50
Total Target Fees	<u>897.50</u>
Temporary Insurance	12.00
Tournaments	194.00
Uniform Purchases	35.00
Total Income	<u>4,534.50</u>
Cost of Goods Sold	
Cost of Goods Sold	140.75
Total COGS	<u>140.75</u>
Gross Profit	4,393.75
Expense	
Accountancy fees	60.00
Affiliations Paid	340.00
Club Funded Medals	27.00
Delivery costs	12.00
Entertainment expenses	13.40
General expenses	
Target Faces	117.40
General expenses - Other	0.00
Total General expenses	<u>117.40</u>
Leasing charges	110.00
Registration fees	100.00
Tournament Entry Fees	194.00
Uniforms	
Shirts	0.00
Uniforms - Other	1.50
Total Uniforms	<u>1.50</u>
Total Expense	<u>975.30</u>
Net Ordinary Income	3,418.45
Net Income	<u>3,418.45</u>